# MEMORANDUM

### RONALD SCOTT OWENS

#### PLACER COUNTY DISTRICT ATTORNEY

To:

Honorable Board of Supervisors

From:

Ronald Scott Owens, District Attorney-

Date:

April 5, 2011

Subject:

Authorization for Out-of-State Travel

#### ACTION REQUESTED

Approval for out-of-state travel for Placer County Sexual Assault Response Team (SART) to attend the Sixth National SART Training Conference on May 25-27, 2011, in Austin, Texas. The total cost for this out-of-state travel is estimated at \$5,522 and will be paid for with a scholarship awarded by United States Department of Justice.

## BACKGROUND

The Placer County Sexual Assault Response Team (SART) has received a scholarship award of \$1,500 per team member from the United States Department of Justice Office for Victims of Crimes. The SART Team Members are three County employees and one member from a local rape crisis center who will also be attending. Please see summary sheet for details of attendees and costs.

The scholarship enables four team members to attend this high caliber, national conference for the first time ever. The training provides both advanced and basic information, education on emerging topics, case studies and interactive opportunities, research findings, survivor accounts, time for dialogue among presenters and attendees, and a number of sessions that allow for more in-depth exploration of issues.

Training in the area of sexual assault and sexual abuse is crucial. We believe to train as a team, rather than as individuals within each of our disciplines, is vital to the inter-dependency, trust, growth, and momentum of a strong team.

## FISCAL IMPACT

The scholarship award of \$1,500 per team member covers the conference registration fee, air travel, hotel and any meals not included with the conference.

Attachments: Three Travel Requests

Summary Sheet

## COST OF TRAVEL TO AUSTIN, TEXAS MAY 25 - 27, 2011

Registration Fee (\$425 x 4 people)	\$ 1,700.00
Airfare (\$412.80 x 4 people)	\$ 1,651.20
Lodging for 3 nights (\$360.69 x 4 people)	\$ 1,442.76
Lunches (\$18) for 4 people	\$ 72.00
Dinners (\$36) for 4 people x 4 days	\$ 576.00
Incidentals (\$20) for 4 people	\$ 80.00
	\$ 5,521.96

## People traveling:

Stacy McCoy - DA/HHS (DA prepared Travel Request)

Stephanie Rosin - DA (DA prepared Travel Request)

Sage Bourassa - PCSO - Tahoe (DA prepared Travel Request)

Heather Bullis-Cruz - PEACE for Families

Scholarships awarded for SART Team for up to \$1,500 per person funded by the U.S. Department of Justice, Office of Victims of Crime.



# COUNTY OF PLACER TRAVEL REQUEST ON OFFICIAL BUSINESS

[ ] County Car[ ] National Conference436Dinner\$ 144[ ] Private Car with[ ] CPE Units3NightsLodging\$ 360mileage reimbursement[ ] County TrainingAirfareTravel\$ 412# of miles[ ] Other Professional DevelopmentPrepaidTuition\$ 425	TO:	COUNTY EXECUTIVE		TRAVEL	ADVANCE REQUI	ESTED		DATE:	3/15/11			
Briefly explain the purpose of this trip and how this training will benefit you and the department:  TO ATTEND THE SIXTH NATIONAL SART TRAINING CONFERENCE ON MAY 25 - 27, 2011 IN AUSTIN, TEXAS.  Destination(s)  AUSTIN  City State  9:00 AM 5/24/11 Time Date to Time Date  Mode of travel:  5. Training Data:  6. Estimated Expenses:  # OF ITEMS PER DIEM ITEM AMOUNT ITEMS PER DIEM ITE		AUDITOR CONTROLL	.ER	[X]	Yes [] No	)						
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Private Car with mileage reimbursement     County Training   Airfare   Travel   \$ 425	_			•					<del></del>		18.00	
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# of miles	-						3	<del></del>		<u> </u>	360.69	
Awarded up to \$1500 scholarship per person - funded by the U.S. Department of Justice, Office for Victims of Crime by the U.S. Department of Justice, Office for Victims of Crime SUPERVISOR APPROVAL  SUPERVISOR APPROVAL  Department Head or Authorized Signature  I declare under penalty of perjury that the above items stated are true and correct and comply with all requirements of the Placer County dministrative Rules. I understand if an advance has been requested, I will be responsible for repayment of any unused advance in the event of arry return or cancellation."  Date  Signature of Declarant  FOR USE BY COUNTY EXECUTIVE:  APPROVED  APPROVED  APPROVED/DISAPPROVED BY PLACER COUNTY BOARD OF SUPERVISORS  Clerk of the Board of Supervisors  By:		_			15			<del></del>		<u> </u>	412.80	
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# COUNTY OF PLACER TRAVEL REQUEST ON OFFICIAL BUSINESS

TO:	COUNTY EXECUTIVE		TRAVEL ADVA	NCE REQUESTED	)	DATE:	3/15/11				
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#	of miles	[ ] Oth	er Professional Deve	lopment		Prepaid	Tuition	\$	425.00		
					4	5	Incidentals	\$	20.00		
						Total			1,380.49		
				Awarded up to	o \$1500 schol	arship per p	erson - fund	<u>led</u>			
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TO: COUNTY EXECUTIVE		TRAVEL ADVA	NCE REQUESTED		DATE:	3/15/11				
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EMPLOYEE TRAVELING:	SAGE BOURASSA		NOTIFY:			Ext.				
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